



Keep Georgia Beautiful Awards Program

The Awards Program honors those whose ongoing efforts in community greening, waste reduction, and/or litter prevention exemplify leadership in protecting Georgia's environment. The Awards Program is based on the belief that positive reinforcement of hardworking and deserving individuals advances KGBF's mission and is a key way to create sustainable communities in Georgia.

2017 INDIVIDUAL ACHIEVEMENT AWARD

The "Carolyn Crayton" Woman of the Year Award & The "Steve Reynolds" Man of the Year Award honor an outstanding woman and man who have demonstrated *longtime* leadership in raising public awareness about solid waste issues, litter prevention and/or the need for citizens to participate in activities that preserve and enhance natural resources and public lands. This award is given to a volunteer or employee who excels *beyond* his or her normal job description.

The "Public Works Employee of the Year Award" honors an individual who is directly employed in solid waste or related activities by a city or county public works department. The nominee demonstrates an ongoing commitment in his or her job.

The "Student of the Year Award" honors a student (Grade 7 & up) who has demonstrated outstanding leadership and dedication in raising awareness about solid waste issues, litter prevention, and/or the need for their peers to participate in activities that preserve and enhance natural resources and public lands. Student of the Year is only awarded once per student.

The "Law or Code Enforcement Official of the Year Award" honors an individual who is directly employed in code or law enforcement or related activities by a city or county government. The nominee has shown leadership in environmental enforcement efforts.

The "Elected Official of the Year Award" honors a local, state or federal elected official that has made a strong commitment to the community environment by supporting litter prevention, waste reduction, recycling, community greening and/or local affiliate activities.

HOW TO NOMINATE - ONLY THOSE ENTRIES IN COMPLIANCE WITH THESE GUIDELINES WILL BE JUDGED:

1. [Complete Award Information Sheet online](#)
2. Using the application guidelines (**based on Award Category- new summary content for 2017**) compose an executive summary outlining your nominee's accomplishments and compile 1-3 examples of supplemental material to support the executive summary. (See pages 2-3 for more detail.)
3. Combine your executive summary with your supplemental materials into a single document and save as a PDF. Please note: only one document per award entry should be submitted. Multiple documents will not be permitted. For an example on how to convert a document into PDF format please click [here](#).
4. Submit your PDF application **by 11:59 PM EST on Tuesday, October 10, 2017** by email to: kbfawards@gmail.com.

You will receive a confirmation email when your application is received.

Judging Criteria, Notification & Presentation

An independent panel of judges from the public, private, and government sectors will judge the entries. **All winners will be notified on October 31, 2017.** Award winners may not be selected in every category. Awards will be presented at the Keep Georgia Beautiful Annual Awards Luncheon on November 30, at Marriott Century Center Hotel in Atlanta.

Questions:

Please contact the Keep Georgia Beautiful Foundation at (404) 679-1580. Email: kbfawards@gmail.com

All Entries Must Be Submitted by Tuesday, October 10, 2017.



2017 INDIVIDUAL ACHIEVEMENT AWARD

Guidelines: Application Format (Executive Summary & Supplemental Material)

1. Microsoft Word Document, converted to a PDF.
2. Summaries must be typed and the answers should highlight each summary section heading included on the first page before answering questions in that section, e.g., *1. Background*.
3. Include the nominee's name and award category in the main header of each page.
4. Do not exceed 4 pages and be sure to number each page; use 1-inch margins on all sides.
5. Use a minimum of 11-point font and double-space your summary.
6. Please do not use clip art or colored ink in your executive summary.
7. Include 1-3 pieces of supplemental material to support the summary (photos and/or press clips)
8. Save summary and materials as a single PDF file, titled "Name of Nominee-Award Category". Ex: Jane Doe-Carolyn Crayton.pdf or Jim Smith-Code Enforcement.pdf
9. Submit your application as a PDF to kgbfawards@gmail.com by 11:59PM EST on **October 10, 2017**.

Guidelines: Executive Summary Content for Carolyn Crayton & Steven Reynolds Award Categories Only- New Content for 2017

1. **Background.** Provide a brief history of the nominee, including how they first became involved in community or environmental projects. Include the nominee's background, qualifications, number of years involved, and other accomplishments. Include volunteer or employment duties conducted above and beyond regular job duties in addition to their paid duties. (20 pts)
2. **Achievements.** Describe your nominee's major achievements and how they work with their community. Include a description of the activities that took place to achieve results. (25 pts)
3. **Leadership.** Describe your nominee's leadership qualities. Include how civic groups, the business community, or others were involved in his or her vision (25 pts)
4. **Community and Environmental Action.** What initiatives, programs, or activates has the nominee participated in and/or spearheaded to help their local community? Is the nominee involved with Keep America Beautiful at the national, state or local level? (25 pts)
5. **Summation.** Provide 2-3 sentences summarizing your nominee, their background, and their efforts to make their community a cleaner, greener, more beautiful place to live. (5 pts)

Supplemental Material(s) Required

Include 1-3 pieces of material to support the responses written in the executive summary. Materials may include: **Photos** (illustrating engagement/impact) and **Press Clips**.

(Categories Continued)

Submission Deadline: Tuesday, October 11, 2017

www.KeepGeorgiaBeautiful.org

The Keep Georgia Beautiful Foundation is a 501 (c)(3) nonprofit organization housed in the Georgia Department of Community Affairs. KGBF is a state affiliate of Keep America Beautiful, Inc.



2017 INDIVIDUAL ACHIEVEMENT AWARD

Guidelines: Executive Summary Content for Law or Code Enforcement, Public Works, and Elected Official Award Categories Only- New Content for 2017

1. **Background.** Provide a profile of the individual, including their history of engagement with a KAB Affiliate, if applicable, or other community organization(s). Include the individual's position. (15 pts)
2. **Community Achievements.** Describe how, through their involvement, the quality of life in the community has been enhanced. Provide specific examples. Describe ways in which their actions may have inspired or educated individuals and improved and/or beautified their communities. (40 pts)
3. **Leadership.** Describe leadership efforts, projects, or programs the individual has developed. What was required to accomplish that project/program, and the long-term impact on the community. Please share a summary of accomplishments or additional information showing commitment to litter prevention, beautification, waste reduction, and recycling. (40 pts)
4. **Summation.** Provide 2-3 sentences summarizing your nominee, their background, and their efforts to make their community a cleaner, greener, more beautiful place to live. (5 pts)

Supplemental Material(s) Required

Include 1-3 pieces of material to support the responses written in the executive summary. Materials may include: **Photos** (illustrating engagement/impact) and **Press Clips**.

Guidelines: Executive Summary Content for Student of the Year Award Categories Only- New Content for 2017

1. **Background.** Describe the student and provide a brief history of how they first became involved in community or environmental projects. Include their background, qualifications, number of years involved, and other accomplishments. (15 pts)
2. **Community Achievements.** Describe your nominee's major achievements, and how they work with the community to obtain results. Include a description of the activities that took place to obtain the results, and well as ways their actions may have inspired or educated others and improved and/or beautified their communities. (40 pts)
3. **Leadership and Environmental Action.** Describe your nominee's leadership qualities. Include leadership efforts, projects, or programs they have developed. What was required to accomplish those efforts/projects/programs, and what was the long-term impact on the community? Please share a summary of accomplishments or additional information showing a commitment to litter prevention, beautification, waste reduction, and recycling. (40 pts)
4. **Summation.** Provide 2-3 sentences summarizing your nominee, their background, and their efforts to make their community a cleaner, greener, more beautiful place to live. (5 pts)

Supplemental Material(s) Required

Include 1-3 pieces of material to support the responses written in the executive summary. Materials may include: **Photos** (illustrating engagement/impact) and **Press Clips**.

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